

# Virginia Wireless E-911 Services Board

## Project Management Monthly Activity Report

Vendor: L. Robert Kimball & Associates, Inc.  
 Region/Locality: Southeast Region  
 Period: 1 June - 27 June 2003

Activity Report					
Task				Hours This Period	Comments
Phase I Active Tasks					
Project Reporting / Status Review				10.50	
1. WSB monthly report, provide status reports to PSAPs				8.00	
2. Contacted Verizon LEC to determine projects status.				2.50	
LEC / WSP Contact & Coordination				11.00	
1. Coordinate Phase II testing for City of Emporia and Southampton County.				7.00	
2. Assisted PSAPs and WSPs with Phase II documents and call routing sheets.				4.00	
PSAP Strategic Planning				24.00	
1. Emporia Rockwell switch update.				1.50	Per Paul Fleshood, Verizon LEC, Greenville County is rehomed, only waiting on CPE installation; Surry County and Sussex County must both be cutover with new CPE before either one can be rehomed.
2. Coordinated with Verizon LEC to schedule CPE installation for Isle of Wight County, Greenville County, Sussex County, and Surry County.				8.50	See notes in Issues of Importance below.
3. Advised PSAPs about Verizon LEC status report. Assisted with coordination of outstanding issues to be completed before COE installation.				14.00	
Map / CAD Assessment				3.25	
1. Coordinate installation of Southampton County mapping with MSAG.				1.50	
2. Assisted City of Franklin with ALI format issue.				1.75	
TOTAL HOURS				48.75	
Completed Tasks					
PSAP Assessments	Region				

## Issues of Importance / Accomplishments

1. 06/27/03 Per Walt Meier, Project Manager for Verizon LEC:

Isle of Wight- CPE is in place. There might be a change in administrative lines. Walt will contact Sherri Bush to address this issue. Tentative cutover July 15th.

Greensville County- CPE is in place. Cutover should be the end of July. Will get back to me with firm date. Still waiting on keyboards to replace ones sent with wrong color.

Sussex County- UPS is in place. Cutover in early August. Asked Walt to select firm date. Asked Walt what Verizon and County intend to do for console to accommodate new CPE. Walt said this should have been resolved, will contact County.

Surry County- UPS not yet in place. Walt will contact Sheriff for completion date. UPS must be in place before Verizon LEC can install backroom equipment. Cutover in mid-August. Asked Walt to select firm date.

**Project Management Monthly Activity Report**

**Southeast Region**

**1 June - 27 June 2003**

**Page 2 of 2**